

DOE Quality Council
Conference Call Minutes
November 20, 2008

Roll Call:

Name	Org.	On Call
Members		
Colette Broussard	HS-20	
Gary Staffo	EE	√
Kriss Grisham	EM	√
Rick DuBose	FE	√
Sonya Barnette	HS-1.2	√
Duli Agarwal	HS-20	
Vijendra Kothari	LM	√
Joy Mroz	LM	√
Laurie Morman	MA	
Sam Johnson	NA	
Tom Williams	NA	
Thanhtan Van Ober	NA	√
Carl Sykes	NE	√
Lam Xuan for Michael Ulshafer	RW	√
Matt Cole	SC	√
Caroline Polanish	BSO	√
Ava Holland	CBFO	
Robert L Blyth	ID	√
Anita B. Leivo	LASO	√
Pat Carier	ORP	√
Steve Chalk for Al Hawkins	RL	√
William Rowland	SRO	√
Interested Parties		
Jeff Shoulta	KCSO	
Bud Danielson	CTA	
Don Nichols	NA	
Craig Hansen	NA	
Anton Tran	NA	√
Ed Schmidt	NA	
San Horton	DNFSB Rep.	

Andy Lawrence	HS-20	
Andy Wallo	HS-20	
Subir Sen	HS-23	
Mary Haughey	HS-23	√
Lisa Treichel	HS-23	
Rick Du Bose	FE	
Bruce White	IM	
Debra Sparkman	CTA	
Rosalie Brown	SC	
Sam Vega	ORP	
Chuck Lewis	HS-31	
George Detsis	HS-31	
Althea Vanzego	IM	
Lindsey Veas	FE	√
Nate Harvey	FE	√
Julie Gallego	FE	
Jeff Christiaansen	FE	
Mike Taylor	FE	
Steve Geiger	FE	
Fred Hartsock	FE	
Robert Reuther	FE	
Terry Montgomery	NA	
Donna Riddle	LM	

Review and Approval of October 16, 2008 Minutes:

Gary Staffo provided changes to the safety share in the October 16, 2008 minutes. The minutes were then approved with these revisions.

Memorandum to Acting Secretary and Issuance of Charter:

All Council members have received and reviewed it. Bob Blyth acknowledged Colette Broussard for the amount of work she did to get the charter approved and distributed in a short period of time.

Tasking Process Documents Status:

1. DOE QA Order Requirement Training TPD - Gary Staffo presented this TPD to the members. The intent of this TPD is to locate/develop a basic training course that provides a consistent understanding of the requirements in the order. This training would be provided for HQ and Field Office points-of-contact to help them implement the order.
 - Training TPD Members:
 - Colette Broussard – Lead

- Gary Staffo
- Mary Haughey
- Discussion:
 - Gary Staffo requested input on available QA trainings from those members that are from the field. Please provide input to Gary by Dec. 2.
 - Mary Haughey suggested that Bud Danielson be contacted for training materials.
 - The details of the TPD will be finalized at the January meeting.
 - A brief discussion on expanding the scope of this TPD to include QA technical qualification training was also addressed. It was decided that this would be an additional phase for the TPD that would be handled at a later date.
 - EM has NQA-1 training that is offered through the Carlsbad Training Academy. Kriss Grisham will forward the new EM QAP to Bob Blyth and Colette Broussard to distribute with these minutes.
 - Mary Haughey requested recommendations for ISO-9000 lead engineer training to provide to Mark Matarrese. Bob Blyth offered to forward the contact information for the person Idaho used.

Update: Bob Blyth provided the following contact information for ISO-9000 lead engineer training:

Zach Pivarnik
 Director of Technical Operations
 Bureau Veritas Certification US
 515 West Fifth Street
 Jamestown, NY 14701
 800-937-9311
Zach.pivarnik@us.bureauveritas.com

2. Application of NQA-1 Part II TPD– Thanhthan Van Ober presented this TPD for Sam Johnson. She reported that Sam Johnson is developing a document for NNSA to define which parts of NQA-1 apply to NNSA construction projects. The intent is to have the Quality Council review it for potential application to DOE. The description of the TPD is not clearly presented as written.
 - Application of NQA-1 Part II TPD Members:
 - TBD when redefined.
 - Discussion:
 - Thanhthan Van Ober will work with Sam Johnson to redefine the task.
 - Kriss Grisham stated that EM has a document on the application of Part 2 that he has provided to Colette Broussard.

- EFCOG has written white papers on this as well.
 - Since most programs use NQA-1 it was decided that a subcommittee be formed. Bob Blyth asked Anita Leivo to be the lead of the subcommittee. Other members include: Bob Blyth, Kriss Grisham, Matt Cole, Mary Haughey and Sam Johnson.
 - This is not such a big issue for the non-nuclear side of DOE. These members asked to be keep updated on this task. They do not want to see NQA-1 required for their programs.
 - Another topic for a TPD related to the applicability of NQA-1 Part 2 is defining graded approach and tailoring.
3. Quality Assurance Incorporation with Integrated Safety Management TPD- Sonya Barnette presented this TPD. The intent is to develop a template for a QAP that integrated ISM. .
- Quality Assurance Incorporation with Integrated Safety Management TPD Members:
 - No lead was identified.
 - Mary Haughey
 - Sonya Barnette
 - Anton Tran
 - Matt Cole
 - Kriss Grisham
 - Rick DuBose
 - Discussion:
 - The INL has a cross walk for QA and ISM.
 - Once the template (product) is developed, it could be presented at the DOE ISM annual meeting in August 2009.
 - The important idea is to integrate QA and ISM not to determine which one should be overarching.
 - Mary Haughey shared a suggestion that DOE STD 1189 provides a format/content guide for integrating 414/226/ISM.

Interfaces and POCs:

The Council discussed who would be the Point-of-Contacts (POCs) for the 3 organizations who currently do not have a POC. Before a POC was identified, Bob Blyth requested a clarification on topical committees. Mary Haughey stated she would provide a link to the topical committee web page for the minutes.

Update: The link is

<http://www.hss.energy.gov/nuclearsafety/techstds/overview/topcom.html>

The new POCs are identified in red below.

<u>Organizations</u>	<u>POC</u>
Standards Development Organizations (ISO, ASME, ANSI, IAEA, etc.)	Duli Agarwal
DNFSB	Sonya Barnette
Technical Standards Program (Topical Committees)	TBD
EM Quality Assurance Corporate Board	Pat Carier/Al Hawkins (back-up)
National Academy Science (NAS)/Building Research Advisory Board (BRAB)/Federal Construction Council (FCC)	Gary Staffo
Office of Independent Oversight (HS-60)	Colette Broussard/Lisa Treichel
Office of Enforcement (HS-40)	Colette Broussard/Sonya Barnette
EM/NE/SC Software QA Support Group	Bob Blyth
Energy Facility Contractors Group (EFCOG)	Colette Broussard

DOE Order 414 Update

The 414 Team is still working with the ISM Team to develop the “meshing” language to allow for each Directive (ISM and 414) to reference to the other one, creating an integrated management system effect.

There is a terminology team that is reviewing the terminology in the 226, 414 and ISM Orders and making them consistent throughout each order.

The revised DOE O 414.1X does state that NQA-1-2008 is the preferred consensus standard, although it does allow options if appropriate.

There is still a lot of discussion involving changes to the order, but it is too early to get seriously concerned about these changes.

Any comments or suggestions can be forwarded to Colette Broussard or to a member of the 414 Team.

Miscellaneous Items:

1. Debbie Reece described a way to view documents that are being discussed during a conference call. Dim Dim (www.dimdim.com) is a way to have a meeting and view/review documents in real time. PEC has purchased a membership that allows 60 people to participate. There appears to be some firewall issues with some DOE

participants. If this is to be used in the future, there will need to be a trial session to see who has problems logging into the meeting.

2. Gary Staffo suggested that for future agendas, the items be numbered to make them easier to follow.

Next Conference Call

The next Council conference call will be December 18, 2008 from 11:00 am – 12:30 pm. A conference call number will be provided.